



Heritage Center Advisory Board Meeting
March 23, 2016

AB Members Present: Donna Gaydon, Ed Houston, Jenny Martin, Erich Mille, Pete Wright, Rod Young

AB Members Absent: Judy Baxendale, Brenda Clausen, Greg Waldron

City Staff Present: Susan Gregory, Director
April Callaway, Office Administrator Supervisor

Guests Present: None

Call to Order: Erich Mille called the meeting to order at 10:05 a.m. and welcomed everyone.

Minutes: The February 24, 2016 minutes were approved on a motion by Jenny Martin and seconded by Rod Young.

Special Recognition: None

Citizen Comments: None

Committee Reports: None

Unfinished Business:

A. Flooring Options

Wasatch Flooring is giving us an informal bid to help determine what options will fit within the available funding. After reviewing the informal bid and making changes if needed, the project will go out to bid which will take 1-2 weeks. The City Attorney will then draw up a contract between the Center and the Contractor. Once the contractor has been chosen, we can determine when and how the carpet will be completed. The project needs to be completed by the end of June but will hopefully be done the middle of May.

New Business:

A. Yard Sale and Car Show

The yard sale is scheduled for Saturday, June 11. Rod Young volunteered to be the yard sale lead. Ellie Oaks-Green will co-lead the yard sale with Rod. Jenny Martin, Donna Gaydon, and Erich Mille will help with the yard sale; Pete Wright will help with the car show; Ed Houston will help with the food. The committee will meet in May. The Board discussed having the yard sale from 8:00 until noon.

B. Scholarship

With the recent changes in the board there needs to be a change made to the scholarship committee. The Director feels that three members is sufficient. The committee will consist of Pete Wright, Brenda Clausen, and Jenny Martin. We had a new Murray City applicant for the remaining scholarship opening. Erich Mille proposed that the applicant be approved and was seconded by Ed Houston.



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Board Comments:

Erich Mille made a suggestion to include a thank you to participants for their donations toward the fire/police luncheon in the next newsletter. Director Gregory will include a thank you message in the email that is sent with the April Supplement newsletter. Ed Houston brought up a question regarding coffee fees which will be put on the agenda for the next meeting and Director Gregory will have data available to assist with the discussion. Erich Mille also mentioned that the announcement made at the St. Patrick's Special Event that the entertainment would be starting and the request for people's attention and silence was heeded and made a huge difference in the amount of attention paid to the entertainment.

Director's Report:

Director Gregory reported that Don, our custodian, is on limited work and cannot lift more than eleven pounds. The Board is invited to our Staff Training Retreat at the AARP State Offices on Monday, April 18. Please notify Director Gregory by April 1 if you are interested in attending. The topics to be covered are: how to set boundaries, first aid, and customer service. The April Supplement will be out next week.

The next regular board meeting will be held on **Wednesday, April 27, 2016 at 10:00 a.m.** There being no further business the meeting adjourned at 11:15 a.m. on a motion by Pete Wright and seconded by Jenny Martin. Minutes recorded by April Callaway.